

## Responsible Corporate Officer (RCO)

Main account holder, may manage one or more organizations:

- Has the ability to legally bind the organization
- Must certify the Subscriber/Signature Agreement
- Submits the necessary documents for initial account setup
- Delegates authority in myDEQ by adding DROs to their account

### Organization

This may be an actual organization like a business or government agency, or another type of entity for certain services. For example, if a private citizen needs a drywell on their property registered with ADEQ, the citizen would act as RCO and they would assign their property as the Organization, having legal authority to bind the property.

## Delegated Responsible Officer (DRO)

Each organization may have one DRO to act on the RCO's behalf in myDEQ. Adopting a DRO requires a signed and notarized Signature Agreement (emailed when the DRO is added to the account). The DRO:

- Possesses authority delegated by the RCO to act on their behalf
- Oversees all myDEQ account activities for an organization

## Submitter

Adopting submitters requires signed and notarized Signature Agreements (emailed when each Submitter is added to the account). Submitters:

- Submit compliance reports
- Modify some permit information for any permit or registration the RCO or DRO chooses to allow

## Data Entry

Data Entry users can be assigned to prepare compliance report data for the other users to submit. Data Entry users cannot directly submit data to ADEQ.

